



## OFFICE OF SPECIAL COUNSEL

### Osc Forms And Survey Renewal For Fy 2012 - Request for Comment

**AGENCY:** Office of Special Counsel.

**ACTION:** Notice For Public Comment.

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**SUMMARY:** In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35), and implementing regulations at 5 CFR part 1320, the U.S. Office of Special Counsel (OSC), plans to request approval from the Office of Management and Budget (OMB) for use of four previously approved information collections consisting of three complaint forms and an electronic survey form. These collections are listed below. The current OMB approval for Forms OSC-11, OSC-12, OSC-13, and the OSC Survey expire 9/30/12. We are submitting all three forms and the electronic survey for renewal, based on the upcoming date of expiration. There are no changes being submitted with this request for renewal of the use of these forms. Current and former Federal employees, employee representatives, other Federal agencies, state and local government employees, and the general public are invited to comment on this information collection for the first time. Comments are invited on: (a) whether the proposed collection of information is necessary for the proper performance of OSC functions, including whether the information will have practical utility; (b) the accuracy of OSC's estimate of the burden of the proposed collections of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

**DATES:** Comments should be received by May 11, 2012.

**FOR FURTHER INFORMATION CONTACT:**

Karl Kammann, Director of Finance, at the address shown above; by facsimile at (202) 254-3711.

**SUPPLEMENTARY INFORMATION:**

OSC is an independent agency responsible for, among other things, (1) investigation of allegations of prohibited personnel practices defined by law at 5 U.S.C. 2302(b), protection of whistleblowers, and certain other illegal employment practices under titles 5 and 38 of the U.S. Code, affecting current or former Federal employees or applicants for employment, and covered state and local government employees; and (2) the interpretation and enforcement of Hatch Act provisions on political activity in chapters 15 and 73 of title 5 of the U.S. Code. *Title of Collections:* (1) Form OSC-11, (Complaint of Possible Prohibited Personnel Practice of Other Prohibited Activity); (2) Form OSC-12 (Information about filing a Whistleblower Disclosure with the Office of Special Counsel); (3) Form OSC-13 (Complaint of Possible Prohibited Political Activity (Violation of the Hatch Act)); (4) Office of Special Counsel (OSC) Annual Survey; OMB Control Number 3255-0003, Expiration 09/30/12.

Copies of the OSC Forms 11, 12, and 13 can be found at: [http://www.osc.gov/RR\\_OSCFORMS.htm](http://www.osc.gov/RR_OSCFORMS.htm)

OSC is also required to conduct an annual survey of individuals who seek its assistance. Section 13 of Public Law 103-424 (1994), codified at 5 U.S.C. 1212 note, states, in part: “[T]he survey shall--(1) determine if the individual seeking assistance was fully apprised of their rights; (2) determine whether the individual was successful either at the Office of Special Counsel or the Merit Systems Protection Board; and (3) determine if the individual, whether successful or not, was satisfied with the treatment received from the Office of Special Counsel.” The same section also provides that survey results are to be published in OSC’s annual report to Congress. Copies

of prior years' annual reports are available on OSC's Web site, at

[http://www.osc.gov/RR\\_AnnualReportsToCongress.htm](http://www.osc.gov/RR_AnnualReportsToCongress.htm) or by calling OSC at (202) 254-3600.

The survey form for the collection of information is available for review by calling OSC at (202) 254-3600..

Type of Information Collection Request: Approval of previously approved collection of information that expires on September 30, 2012, with no revisions.

Affected public: Current and former Federal employees, applicants for Federal employment, state and local government employees, and their representatives, and the general public.

Respondent's Obligation: Voluntary.

Estimated Annual Number of OSC Form Respondents: 3,950

Estimated Annual Number of Survey Form Respondents: 320.

Frequency of use of OSC forms: daily

Frequency of Survey form use: Annual.

Estimated Average Amount of Time for a Person to Respond using OSC forms: 64 minutes.

Estimated Average Amount of Time for a Person to Respond to survey: 12 minutes.

Estimated Annual Burden for the OSC forms: 2,899 hours.

Estimated Annual survey Burden: 109 hours.

These forms are used by current and former Federal employees and applicants for Federal employment to submit allegations of possible prohibited personnel practices or other prohibited

activity for investigation and possible prosecution by OSC. This survey form is used to survey current and former Federal employees and applicants for Federal employment who have submitted allegations of possible prohibited personnel practices or other prohibited activity for investigation and possible prosecution by OSC, and whose matter has been closed or otherwise resolved during the prior fiscal year, on their experience at OSC. Specifically, the survey asks questions relating to whether the respondent was: (1) apprised of his or her rights; (2) successful at the OSC or at the Merit Systems Protection Board; and (3) satisfied with the treatment received at the OSC.

Date: \_\_April 10, 2012\_\_\_\_\_

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